



## FISHERIES RESOURCE MANAGEMENT

P. O. Box 151 TOPPENISH, WA 98948 509-865-6262 FAX: 509-865-6293

# Request for Proposals – On-Call Rare Plant Survey and Vegetation Assessment Services

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### *Yakama Nation Upper Columbia Habitat Restoration Project*

## Introduction

Yakama Nation Fisheries is seeking proposals from qualified contractors to award an indefinite demand / indefinite quantity rare plant survey and vegetation assessment services contract in support of salmon habitat restoration activities taking place in the Upper Columbia salmon recovery region (Methow, Entiat, and Wenatchee Basins).

Based upon the proposals received under this solicitation the Confederated Tribes and Bands of the Yakama Nation will award an up to two year on-call contract to the best quality bidder for the Scope of Work listed below:

## Scope of Work

The Contractor will be available at an on call basis to provide the following services:

- **Rare Plant Survey** - Conduct field surveys for Federal and State listed vascular plant species within assigned project areas (APEs) using access routes and protocols accepted by the Washington Natural Heritage Program. If found, document and map population locations and notify the Yakama Project Manager as soon as possible. Identify and create a species list of all dominant and/or significant plant species observed within the project area.
- **Plant Community Observations** - While surveying for rare plant species, identify plant communities observed within the project area and make note of general conditions.

- **Weed Observations** - While surveying for rare plant species, identify Class A and Class B noxious weed infestations within the project area. If found, document and map large infestations.
- **Botanical Report** - Upon completion of surveys, compile information and prepare reports summarizing the results for rare plants, plant communities, and noxious weeds. The report will also include the following:
  - A species list of all dominant and/or significant plants observed with information regarding wetland status, native or non-native origins, and rarity or noxious weed status if applicable;
  - A table of noxious weed species present with their state and/or county status and control requirements;
  - Maps of federal and state listed plant locations and major weed infestation locations.
- **Project planning/coordination** – This includes general project coordination, and desktop level site review prior to project initiation.
- **Permitting documentation and guidance** - Provide consultation and guidance on environmental permitting documents and applications regarding current conditions and proposed impacts to vegetation resources

The Contractor shall furnish all supervision, labor, equipment, and tools necessary to complete the Scope of Work.

## Proposal Requirements:

Each proposal must provide a cover letter on company letterhead that states:

- The Contractor's company name and Federal Tax ID number.
- Include a detailed statement of qualifications.
- Identify the responsibility for each team member.
- Describe your ability to complete the scope of work identified above.
- Give a description of your experience in rare plant reconnaissance in the Upper Columbia region.
- Complete the hourly rate schedule and sign and date the form.

## Limitations

The Yakama Nation reserves the right to accept or reject any and all of the proposals received as a result of this request, or to cancel in part or entirely this request if it is in the best interest of the

Yakama Nation to do so. This request does not commit the Yakama Nation to pay any costs incurred in the preparation of a proposal.

### **Proposal Submittals:**

Proposals will only be accepted at the Toppenish Office, and must be submitted by close of business (5:00 p.m.) Wednesday June 1, 2016.

**Proposals must be valid for 90 days thereafter the submitted closing date.**

**Submit the proposal to:**

**Yakama Nation Fisheries  
Attn: Jackie Olney (Wetland)  
PO Box 151  
Toppenish, WA 98948**

Or

**FedEx Delivery:  
401 Fort Rd  
Toppenish, WA 98948  
[olnj@yakamafish-nsn.gov](mailto:olnj@yakamafish-nsn.gov)**

**Questions should be directed to:**

**Chris Butler**  
UCHRP Habitat Fisheries Biologist  
509-996-5005 ext. 2  
[butlerc@yakamafish-nsn.gov](mailto:butlerc@yakamafish-nsn.gov)

## On-Call Rare Plant Survey and Vegetation Assessment Services RFP - Certified Hourly Rate Schedule

**Firm Name:** \_\_\_\_\_

**Date Prepared:** \_\_\_\_\_

Employment Position	Hourly Billing Rate
Principal	\$ .
(other - as needed)	\$ .
(other - as needed)	\$ .
(other - as needed)	\$ .

By signing and submitting this form you are agreeing to honor the completed hourly rate schedule as this firm's competitive bid for a period of up to 90 days from the date this form was prepared.

### **Certification**

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature